

Report for Week Ending 3 November 1958
From
RECORDS CENTER

During the week the following accessions were made:

| | |
|---|----------------|
| AUDIT | 3 cu. ft. |
| COMPT | 21 " " |
| DD/P | 132 " " |
| HCF | 43 " " |
| ORR | 1 " " |
| PERS | 2 " " |
| Sub-Total: | 202 cu. ft. |
| Finished Intelligence | 42 " " |
| Total : | 244 cu. ft. |
| Map Negatives | 1,308 cu. ft. |
| Records Holdings | 26,875 " " |
| Distribution Material Holdings | 11,352 " " |
| Total : | 39,535 cu. ft. |
| Distribution Material Disposed of at Center | 10 cu. ft. |
| Distribution Material Transferred from Center | 6 " " |
| Records Disposed of at Center | 0 " " |
| Records Transferred from Center | 22 " " |
| Total : | 38 cu. ft. |

Accessioning and Disposal

A total of 244 assembled Records Center boxes were furnished the various Headquarter offices. 25X1A9a

As a result of Mr. [REDACTED], OO/C visit to the Center, he agreed to take back copies of all the Form 140 (Records Retirement Request) from that office. He will attempt to identify the records covered with that office's current Records Control Schedule.

Reference

25X1A9a

Additional facts are being gathered to provide Mr. [REDACTED] with a more complete picture relative to the study of Records Center reference requests that he is conducting.

News

The Records Center has established and is accounting for statistically a new category of records. This file will be known as the Historical Collection

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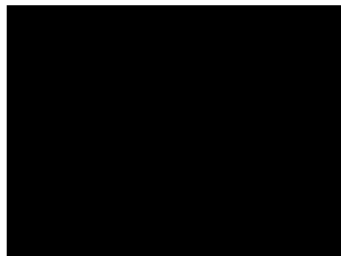
File and will contain the files or the records of defunct offices, and subject files created prior to 1953, that the office of origin no longer wants to be held accountable for. The reason for this, is that, in the opinions of the Chiefs of Records Disposal Branch and Records Center, these files should be retained for further evaluation by someone with archival experience and background, prior to actual disposition.

As of this date, there are 79 cubic feet in the Historical Collection File from the following offices:

OL - 36 cu. ft.
OCR - 3 " "
GSO - 40 " "

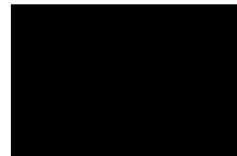
Visitors

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PIC

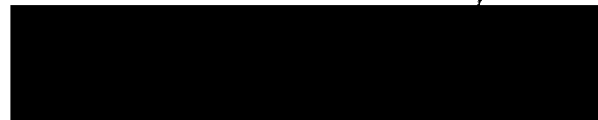
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Chief, Records Center

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